

**TOWN OF TUFTONBORO
PLANNING BOARD
August 16, 2018
MINUTES**

Members Present: John Cameron, Chairman, Matt Young, Vice-Chairman, Bill Marcussen, Selectmen's Representative, Jack Parsons, Tony Triolo, Kate Nesbit, Members.

Members Absent: Laureen Hadley, Member, Russ Steensma, Alternate.

Staff Present: Lee Ann Hendrickson, Administrative Secretary.

Chairman Cameron opened the meeting at 7:10 PM.

I. Public Comment

No comment from public present.

II. Consideration of Minutes

July 19, 2018

It was moved by Tony Triolo and seconded by Kate Nesbit to approve the July 19, 2018 Tuftonboro Planning Board minutes as submitted. Matt Young, Bill Marcussen, Jack Parsons, Kate Nesbit, Tony Triolo voted in favor. John Cameron abstained. The motion passed.

III. Scheduled Appointments/Public Hearings

Jean P. Whitten 1999 Trust and Town of Wolfeboro

Boundary Line Adjustment

Tuftonboro Tax Map #66-2-70, Wolfeboro Tax Map #96-13

Referencing his letter, dated July 25, 2018, Jim Rines, White Mountain Surveying & Engineering, Inc., stated the applicants are seeking a boundary line adjustment; noting the Whitten Trust parcel would decrease in acreage from 97.3 to 92.1 acres and the Town of Wolfeboro's parcel would increase in acreage from 35.5 to 40.7 acres. He noted there is no change in road frontage and no new lots are being created. He stated the Town of Wolfeboro will be granting an easement for access to the Jean P. Whitten 1999 Trust for access to a bridge that crosses Nineteen Mile Brook so that the Jean P. Whitten 1999 Trust can have access to other lands on the southerly side of the brook. He stated there are no requirements for topography, soils or State approvals because both parcels are greater than five acres.

It was moved by Kate Nesbit and seconded by Tony Triolo to accept the application as complete. All members voted in favor. The motion passed.

Chairman Cameron opened the public hearing.

There being no questions or comments, Chairman Cameron closed the public hearing.

John Cameron asked if the monuments have been set and confirmed there are no variances required.

Jim Rines stated six monuments have been set however, one additional monuments needs to be set. He noted that a bearing of distance on the plan was written over a bearing and would correct such.

John Cameron reviewed the following conditions of approval;

1. The applicant shall set the boundary monuments and submit a Certificate of Monumentation relative to such.
2. The applicant shall revise the plan to correct the bearing of distance being written over.

It was moved by Tony Triolo and seconded by Matt Young to approve the Jean P. Whitten 1999 Trust and Town of Wolfeboro Boundary Line adjustment application, Tuftonboro Tax Map #66-2-70, Wolfeboro Tax Map #96-13, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

**American Youth Foundation (Camp Merrowvista)
Site Plan Review; 384 SF Addition to Office
Tax Map #34-1-2**

Jim Davis stated the proposal includes an addition to the main office building; noting such is a 183 year old farmhouse. He stated an addition was built in the 1980's and noted a conference room is needed to accommodate all staff. He stated an application for an Area Variance has been submitted.

John Cameron noted the ZBA hearing for the Variance is scheduled for 8/21/18.

It was moved by Bill Marcussen and seconded by Topny Triolo to accept the application as complete. All members voted in favor. The motion passed.

Chairman Cameron opened the public hearing.

Referencing the submitted photographs, Bill Marcussen asked if the tree would be removed.

Jim Davis replied yes.

Kate Nesbit asked if the septic system would remain the same.

Matt Young asked if the increase in the square footage would require an amendment to the septic system approval.

Jim Davis stated there is no increase in staff numbers.

Jack Parsons stated the age of the system needs to be reviewed.

Jim Davis stated the age of the system is 15-18 years.

There being no further questions or comments, Chairman Cameron closed the public hearing.

John Cameron reviewed the following condition of approval;

1. This approval shall be subject to ZBA approval for an Area Variance and any conditions attached thereto.
2. The applicant shall revise the site plan to reflect the Tax Map number of the subject parcel and applicable zoning district.
3. The applicant shall revise the Listed Property Abutters plan to reflect the applicable zoning district, Tax Map number of subject parcel and signature block.

It was moved by Matt Young and seconded by Bill Marcussen to approve the American Youth Foundation Site Plan Review application, Tax Map #34-1-2, subject to the recommended conditions of approval. All members voted in favor. The motion passed.

IV. Action Items

N/A

V. Discussion Items

a. Groundwater Protection Ordinance

Bill Marcussen stated Susan Slack presented a proposal for such; noting the BOS took it under advisement. He stated the BOS requested Ms. Slack to include the Town in her grant proposal for this year; noting the work product would include a recommended ordinance for presentation at Town Meeting. He stated if the grant is awarded that a draft ordinance will be prepared.

VI. Informational Items

N/A

VII. Other Business

Michael Carleton – Excavation Operation

Jack Parsons stated the Board received a copy of a letter from Mike Carleton regarding the grandfathering of his excavation operation, dated 1998.

John Cameron asked if Mr. Carleton has the original letter.

Jack Parsons stated he does not know. He stated Mr. Carleton wants to apply for Site Plan Review approval for the gravel pit. He stated he doesn't know what pre-empted the 1998 letter.

Steve Hunter stated the property may have been purchased from Carl Anderson in 1998 which may have prompted the letter to be written.

List of Town Roads Scheduled for Paving

John Cameron asked if there is a schedule for paving of Town roads.

Jack Parsons stated Jim Bean would have the list.

Bill Marcussen stated a survey of various Town roads is being done; noting such would be completed by fall. He noted such would help the BOS identify a timeline for road maintenance.

VIII. Public Comment

No comment from public present.

It was moved by Kate Nesbit and seconded by Matt Young to adjourn the August 16, 2018 Tuftonboro Planning Board meeting. All members voted in favor.

There being no further business before the Board, the meeting adjourned at 7:38 PM.

Respectfully Submitted,

Lee Ann Hendrickson

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